

Historic Preservation Commission

Regular Called Meeting

May 16, 2006

Item 1. Call to Order:

The Round Rock Historic Preservation Commission met in a regular called meeting on Tuesday, May 16, 2006 in the Planning Conference Room located at 301 W. Bagdad, Suite 210. Present were Chairperson Gary Brown, Vice Chairperson Lynn Smith (arrived at 5:47 p.m.), and Commissioners Billy Huggins and David Crutchfield. Also in attendance were Joelle Jordan, Senior Planner, and Amy Swaim, Administrative Technician. With a quorum present, Chairman Brown called the meeting to order at 5:37 p.m.

Item 2. Approval of Minutes

2.a. April 18, 2006 Regular Meeting

Motion: Motion by Commissioner Huggins, second by Commissioner Crutchfield to approve the April 18, 2006 minutes as presented.

Vote:	Ayes:	Gary Brown Billy Huggins David Crutchfield
	Noes:	None
	Non-Voting:	None
	Absent:	Earl Palmer Lynn Smith
	Abstain:	None
	Action:	Motion carried

Item 3. New Business

3.a. Consider a recommendation regarding 2006 Historic District Property Tax Exemption applications.

Ms. Jordan stated she compiled a spreadsheet incorporating the results of the Commissioner's inspections. She explained properties receiving a "fair" determination both this year and last year for the same item should be addressed at this time. Ms. Jordan stated some of the items may have been "fair", and they should make sure the inspection rating is for the same items. If it is not the same item, another "fair" appraisal could be issued; however, if it is the same item from the previous inspection, the property owner will have until the June 22, 2006 Council meeting to address the issue, or they will not be eligible for a tax exemption this year. These properties may be approved at tonight's meeting with the condition that issues be addressed prior to Council adoption. Properties with issues (that may result in a "poor" rating) were as follows:

- 101 E. Main Street – West side needs repair to loose boards and doors need stain (same as last year). Approve as "Fair" with the condition that they repair the loose boards and repaint the doors on the Mays side.
- 103 E. Main Street – Sign is peeling, real estate signs and wood boards need to be removed from exterior grounds, bottom of door needs repair and paint at front entry (same as last year), and bent metal roof at corner of canopy needs repair. Ms. Jordan asked for further comment regarding the door. Commissioner Crutchfield stated it looked as if no repairs to the door had occurred since last year's inspection. Ms. Jordan indicated it seemed as though the damage to the door was wear and tear. Commissioner Crutchfield addressed the bent metal roof. Ms. Jordan stated that because it was not an issue from last year, it would receive a "fair" rating, with another year to repair the roof. Approve as "Fair" for items mentioned with the condition that they repair and repaint the doors at front entry.
- 111 E. Main Street – Repairs needed to front façade (last year noted that front bricks were separating above windows), rear downspout detached and needs repair, paint on window frame is failing, and boards and rubbish in rear

property needs to be removed. Ms. Jordan stated the owner has been in communication with Staff and wants to appear before the Commission; therefore, more time might be allowed if documentation reflecting that the property is under renovation. Ms. Jordan indicated repairs to the front façade would be the only issue that would warrant a “poor” rating, and the other items would receive “fair” ratings. Approve as “Fair” with the condition that the property owner provide documentation indicating that the property is under renovation and the intent to repair the front façade/

- 115 E. Main Street – Improvements not done from last year: cracks poorly patched in porch flooring and support, and missing mortar and bricks are cracked. Doorway wood needs repair and paint at bottom, and wiring outside at rear could be a code violation. Commissioner Crutchfield stated it looked as though some patching had been done, but it had been done poorly. Ms. Jordan indicated she believed the issues with the mortar and bricks were caused by the Main Street sidewalk construction project. Commissioner Crutchfield stated he was really concerned with the exposed wiring. Ms. Jordan indicated she reported all issues that could be code or building violations to the appropriate departments. It was determined that the property should be given a “fair” rating this year because it was unclear whether or not the issues with the porch flooring is the same as last year.
- 119 E. Main – Ms. Jordan addressed the issue concerning the rusty rod/pulley over the street. She indicated she forwarded the information onto Code Enforcement to examine. Ms. Jordan recommended this property receive a “fair” due to the fact that the changes to the rear fence approved by the Commission in February had not been completed and the fence violates the Zoning Ordinance. It was verified that no timeframe was stipulated for the changes to the fence at the February meeting. Approve as “Fair” with the condition that changes to the rear fence must be completed within one year
- 201/203 E. Main – Damaged sill at front windows and door and skirting damage was not repaired. Ms. Jordan noted that this property has two issues: 1) the

double doors on the corner have been painted without Commission approval; and 2) repairs to skirting noted last year have not been done. She stated they could get the Code Violation portion approved prior to Council if a special called meeting were held. Ms. Jordan also indicated the doors on the alley side looked to be almost rotted at the bottom, and the stoop is now tile. She suggested adding these as items to the list of items to receive a “fair” rating. Ms. Jordan stated the condition for approval this year is to repair the skirting, while the “fair” includes the rear doors, the Code Violation for paint, and the doorsill.

- 100 E. Main – Ms. Jordan stated that although this property received a “good” rating from Commissioner Palmer, she would suggest a “fair” to ensure that the fence repairs that are currently taking place will be completed by next year. Commissioner Huggins stated the repairs are 90% complete and should be finished by the weekend. Ms. Jordan stated she would re-check the property prior to the Council meeting. Commissioner Huggins asked Ms. Jordan to check the back stairs where boards are rotting. Approve as “fair” if the project is not complete by the Council date. If the porch is rotting, the property will receive a “fair” rating upon re-inspection.
- 114 E. Main – Ms. Jordan stated per Commissioner Palmer’s inspection notes, this property is currently under renovation. Commissioner Huggins indicated the property has been abandoned and has been in it’s current state for approximately 8 months. He stated it is a dangerous area with open ditches, and the back of the building has been completely removed. Ms. Jordan indicated the ditch was reported to Code Enforcement. She suggested giving the property a “fair under renovation” while also noting the Code Violation. Ms. Jordan stated because it is under renovation, she does not believe a timeframe can be imposed. Commissioner Huggins pointed out that no work had occurred in several months and asked if anything could be done about that. The Commission recommended giving a “poor” rating to the property because of the Code Violations on the site. However, if a building permit is on file for the renovation and the Code Violations are addressed, the Commission agreed on a “fair” rating for this conditional approval.

- 107 S. Sheppard – Needs repair and repaint on west side and on trellis; rusted door faceplate; need to repair and repaint skirting; porch flooring boards are loose; back steps need to be repainted and back rail rusted; exterior wood needs repair and repainting; rotted wood by porch in front; and fence in need of repair and painting. Ms. Jordan noted last year’s comment stated “structure needs painting”, which would be the condition for recommendation for approval by the Commission. She stated the other issues, such as the porch, would receive “fair” rating for this year’s inspection.

- 1518 E. Palm Valley – Three different colors on ceiling of porch – some new and none finished (green, white, tan); cracked wood on porch above steps; sagging and cracking porch boards; balcony sides need paint and repair; splits and rot on exterior rail pillars; and gaps and crumbled mortar. Ms. Jordan pointed out they cannot paint a new color without HPC approval. Chairman Brown stated it seems as though they painted over the pillars in order to cover the previous issue. Ms. Jordan indicated last year’s issue was rotten pillars. She stated she had a May 2005 letter from the property owner which had a bid attached indicating intent to repair the pillars by June 2005. The letter also stated the owner spends approximately \$3,000 to \$5,000 annually on contractors on the upkeep of the house, along with 2 maintenance men who spend an average of 160 hours in order to maintain the 137-year old home. Ms. Jordan stated she did not notice rotting on the pillars this year. Chairman Brown indicated he still believes the property should receive a “poor” rating. Ms. Jordan stated with the exception of the rotting pillars, all other issues would be considered “fair” because of the fact that they were not issues last year. It was noted that even though the repair to the pillars by paint was not done well, technically, the repair was still done. Ms. Jordan suggested approving as “fair” if the pillars are repaired. The property will receive a “fair” on all other items, which would need to be repaired within the next year (paint colors, cracked wood, sagging porch boards, balcony sides, splits and rot on exterior rail pillars,) and a note would be added addressing the gaps and crumbled mortar on the fascia of the wall.

Commissioner Crutchfield asked if photos of the property could be taken and

reviewed by the Commission. Ms. Jordan stated if they did that, they would have to postpone and have a special called meeting. Commissioner Smith indicated doing so could be unfair to other property owners with issues. This year's inspection is recommended as "fair" because on last year's inspection, the location of the problem was not specific.

- 309 E. Main – Minor repairs needed to skirting in front. Ms. Jordan asked if using paint to fill the gaps warranted a "fair" rating, and if so, what could be done to bring it up to "good" within the next year. Commissioner Brown stated if no damage could be visibly seen, it would be considered "good". He indicated filling the splits, sanding, and painting would be sufficient repair. Recommend as "fair".
- 10 Chisholm Trail – New wood trim between siding at top and brick at bottom is installed at an angle that causes water to go toward siding and will promotes rot. Ms. Jordan stated the issue from last year was repaired, but there are still some issues in the way the repair was done. Commissioner Smith stated the angle of the trim has been mounted incorrectly, which at some point will cause rot. She stated the rating could be "fair" with comments.
- 1000 N. IH 35 – Addition pending, fence noted as being in "fair" condition last year was not repaired. Crack in mortar at south (main) door; west and south side of fence on west end needs repair. Ms. Jordan recommended that because the addition is pending, the applicant be given a "fair" rating for one more year or fence problem will need to be addressed.
- 18 Chisholm Trail – Except for debris at fence, all items remain (rotten wood on the south façade to the right of the door; gutters and downspouts need cleaning; and cracked concrete in front of front door needs to be repaired). Gutters need cleaning and there is stone damaged, but it does not threaten the building condition. Ms. Jordan stated she thought it looked like some work had been done. Commissioner Smith indicated the issues are minor and the property does not look too bad. Approve with "good" rating; however, note issue and mention

because they may become problems in the future.

- 4 Chisholm Trail – Broken screen on front façade where it jogs west; trim still broken on SE corner of left front door; missing downspout on north side; dirty gutters; some cracks in mortar on north side; and rotten boards in wood fence. The broken trim was also noted on last year’s inspection. Ms. Jordan stated she inspected the site and could not find the broken trim. Commissioner Smith explained there are two pieces of trim going down the corner that are broken. The Commission agreed on the “fair” rating with the above items to be addressed this year. Commissioner Smith stated the missing downspout should definitely be addressed. Ms. Jordan suggested approving as “fair” and specifically pointing out that the broken trim is vertical.
- 603 Chisholm Trail – Peeling paint on dormer and trim near roof and windows. Commissioner Smith stated she spoke with the property owner who indicated they are scheduled to have the structure painted. Ms. Jordan stated the owner needs to provide documentation stating that the building will be painted in order to receive a “fair” rating. Ms. Jordan will re-inspect the building prior to the Council action date to ensure that painting has been completed. If so, the property is eligible for exemption.

Ms. Jordan stated 703 E. Liberty has no historic overlay. It was noted that the applicant chose not to demonstrate eligibility; therefore, the property does not qualify for tax exemption.

Commissioner Huggins asked to abstain from the vote.

Motion: Motion by Commissioner Crutchfield, second by Commissioner Smith, to recommend approval of the 2006 Historic District Property Tax Exemption Applications as inspected with the additional notes and conditions as stated.

Vote: Ayes: Gary Brown

	Lynn Smith
	David Crutchfield
Noes:	None
Non-Voting:	None
Absent:	Earl Palmer
Abstain:	Billy Huggins
Action:	Motion carried

3.b. Consider a recommendation concerning the 2006 Local Legend Award.

Ms. Jordan stated the Commission should make a recommendation for nominations. Those nominations would be researched, and the findings would be presented to the City Council by the Chair at a later date.

Commissioners reviewed letters/memos of nominees.

Commissioner Crutchfield stated that although the story of the Baylor Basketball team is interesting, he is not sure that it is appropriate for the Local Legend Award.

The Commission agreed to narrow the list to four people and research their histories before the next meeting, at which time a decision would be made. The Commission narrowed the list to the following:

- Karen Thompson
- Jane H. DiGesualdo
- Thomas Oatts
- Jacob Harrell

Motion: Motion by Commissioner Smith, second by Commissioner Huggins to research the selections and postpone the decision.

Vote:	Ayes:	Gary Brown
		Lynn Smith
		Billy Huggins

	David Crutchfield
Noes:	None
Non-Voting:	None
Absent:	Earl Palmer
Abstain:	None
Action:	Motion carried

Item 4. Adjournment

The meeting adjourned at 6:53 p.m.

Respectfully Submitted,

Amy Swaim
Administrative Technician